



WASHOE COUNTY

Integrity Communication Service

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Finance	<u>KS</u>
DA	<u>NC</u>
Comptroller	<u>CH</u>
Risk Mgt.	<u>N/A</u>
HR	<u>N/A</u>

STAFF REPORT BOARD MEETING DATE: May 9, 2017

DATE: April 12, 2017

TO: Board of County Commissioners

FROM: Clara Lawson, P.E., PTOE, Licensed Engineer,
Community Services Department, 328-3603, clawson@washoecounty.us

THROUGH: Dwayne Smith, P.E., Division Director, Engineering and Capital Projects,
Community Services Department, 328-2043, desmith@washoecounty.us

SUBJECT: For possible action to approve, on the recommendation of the Chair, the appointment pursuant to NRS 278B.150(2)(b) of Ken Krater to the Washoe County Planning Commission when the Commission convenes as the Capital Improvement Advisory Committee (CIAC) to fill a partial term beginning on May 9, 2017 and ending on June 30, 2017, and to fill a full term beginning on July 1, 2017, and ending June 30, 2021, or until such time as Mr. Krater no longer serves on the Planning Commission as a member of the CIAC or a successor is appointed, whichever occurs first. (All Commission Districts.)

SUMMARY

The Washoe County Planning Commission convenes as the Capital Improvements Advisory Committee (CIAC) every few years to provide advice to the Washoe County Board of County Commissioners (Board) of the need to update or revise the land use assumptions and the capital improvements plan that impose impact fees as a component of the Regional Road Impact Fee (RRIF) program managed by the Regional Transportation Commission (RTC).

Per NRS 278B.150 and by action of the Board, the Washoe County Planning Commission serves as CIAC. The Planning Commission has historically had at least one member who represents the real estate, development or building industry, and who is not an officer or employee of the County. NRS requires that at least one member of the CIAC has these specific qualifications.

The Planning Commission member with these qualifications recently resigned. To continue to meet the NRS requirements, the Board must appoint to the CIAC a member from the community who qualifies. Therefore it is recommended that Ken Krater of KKrater Consulting, a private real estate and development consulting firm, be appointed and sit on the Planning Commission as a member when the Commission convenes as the CIAC. Mr. Krater's appointment is for a partial term to the end of this current fiscal year (June 30, 2017) and then for a full four year term ending on June 30, 2021.

Washoe County Strategic Objective supported by this item: Stewardship of Our Community.

PREVIOUS ACTION

On November 12, 2014, the Board adopted a resolution establishing the Washoe County Planning Commission as the Washoe County Capital Improvements Advisory Committee for the Regional Road Impact Fee Program as authorized within NRS 278B.150.

BACKGROUND

The CIAC is regulated by NRS 278B.150 Capital Improvement Advisory Committee: Establishment; Designation of Planning Commission; Duties. That statute reads as follows:

NRS 278B.150 Capital improvements advisory committee: Establishment; designation of planning commission; duties.

1. Before imposing an impact fee, the governing body of the local government must establish by resolution a capital improvements advisory committee. The committee must be composed of at least five members.
2. The governing body may designate the planning commission to serve as the capital improvements advisory committee if:
 - (a) The planning commission includes at least one representative of the real estate, development or building industry who is not an officer or employee of the local government; or
 - (b) The governing body appoints a representative of the real estate, development or building industry who is not an officer or employee of the local government to serve as a voting member of the planning commission when the planning commission is meeting as the capital improvements advisory committee.
3. The capital improvements advisory committee shall:
 - (a) Review the land use assumptions and determine whether they are in conformance with the master plan of the local government;
 - (b) Review the capital improvements plan and file written comments;
 - (c) Every 3 years file reports concerning the progress of the local government in carrying out the capital improvements plan;
 - (d) Report to the governing body any perceived inequities in the implementation of the capital improvements plan or the imposition of an impact fee; and
 - (e) Advise the local government of the need to update or revise the land use assumptions, capital improvements plan and ordinance imposing an impact fee.

FISCAL IMPACT

As authorized by NRS 278B.150 and Washoe County Code Section 110.912.05(e), Planning Commission members receive an \$80 per meeting stipend. The CIAC is required by Nevada Revised Statute to meet every three years to file reports. Funds to compensate all Planning Commission members for scheduled meetings, to include the additional member when the Commission is convened as the CIAC, are included as part of the FY 2017-2018 budget request of the Planning and Development Division, Community Services Department (account 105400-710110).

RECOMMENDATION

It is recommended that the Board of County Commissioners approve, on the recommendation of the Chair, the appointment pursuant to NRS 278B.150(2)(b) of Ken Krater to the Washoe County Planning Commission when the Commission convenes as the Capital Improvement Advisory Committee (CIAC) to fill a partial term beginning on May 9, 2017 and ending on June 30, 2017, and to fill a full term beginning on July 1, 2017, and ending June 30, 2021, or until such time as Mr. Krater no longer serves on the Planning Commission as a member of the CIAC or a successor is appointed, whichever occurs first.

MOTION

Should the Chair appoint Mr. Krater to the Planning Commission and should the Board agree with the appointment, a possible motion would be: "Move to approve, on the recommendation of the Chair, the appointment pursuant to NRS 278B.150(2)(b) of Ken Krater to the Washoe County Planning Commission when the Commission convenes as the Capital Improvement Advisory Committee (CIAC) to fill a partial term beginning on May 9, 2017 and ending on June 30, 2017, and to fill a full term beginning on July 1, 2017, and ending June 30, 2021, or until such time as Mr. Krater no longer serves on the Planning Commission as a member of the CIAC or a successor is appointed, whichever occurs first."